



State of Wisconsin
Department of Workforce
Development

You're invited to the Janesville LABOR LAW CLINIC!

♦ Tuesday, November 9, 2010

♦ Holiday Inn Express

♦ 8:30 a.m. - 3:30 p.m.

♦ Janesville, WI

Program	8:00 a.m. -	Check-In
	8:30 a.m. -	KICKOFF
	8:45 a.m. -	<u>"Deciding Who Is Eligible for Wisconsin's Unemployment Insurance Benefits"</u> – Emily Savard
	10:00 a.m. -	Break
	10:15 a.m. -	<u>"Defining Misconduct Under Wisconsin's UI Law"</u> – Emily Savard
	11:45 a.m. -	Lunch (Included in registration fee)
	12:30 p.m. -	<u>"An Overview of Wisconsin's Labor Standards Laws"</u> – Kim McPeak
	1:45 p.m. -	Break
	2:00 p.m. -	<u>"Workplace Harassment"</u> – Marlene Duffield
	3:30 p.m. -	Adjournment

Time Doors open at 8:00 a.m. Program begins at 8:30 a.m. Lunch is at 11:45 a.m.

Cost **\$77.00 per person** - Substitutions allowed. **PRICE INCLUDES:** Continental breakfast items upon arrival (juice, coffee, and rolls), refreshments at breaks, and lunch; handouts for all presentations on the agenda, plus other DWD handouts.

Site **Holiday Inn Express – I 90 and US 14, 3100 Wellington Pl, Janesville WI 53546, 608 756-3100.**

Registration **Complete and return the form that appears below.** Seating is limited, so early advance registration is recommended. If you wish to confirm that your registration was received or to cancel, call 608 242-4583. Please keep all of the above information for future reference and return only the reservation form below. **Note: Last day for refunds or cancellations is November 3, 2010. Registrations not paid for or canceled by this date shall be subject to full payment of the registration fee.**

Please reserve _____ SEATS at the Janesville Labor Law Clinic at \$77 each for a total of \$ _____

Make checks payable to **Wisconsin Employment and Training Association, Inc. (WETA)**

Name(s) 1. _____ 3. _____

2. _____ 4. _____

Email(s) 1. _____ 3. _____

2. _____ 4. _____

Company/firm Name _____ Fax _____

St. Address (P.O.Box) _____

City _____ State _____ Zip _____ Phone _____

TO REGISTER: Mail this form together with payment WETA- Labor Law Clinic, 1213 N. Sherman Ave., PMB 324, Madison, WI, 53704 **OR**, FAX to 608 242-4553. **NOTE:** To ensure your registration is accepted, please send payment immediately.

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UCD-11525-P (R. 11/09/2010)

HERE ARE THE TOPICS TO BE COVERED:

8:45 a.m. “Deciding Who Is Eligible For UI Benefits” Provides an overview of the primary issues affecting employee eligibility and employer liability for Unemployment Insurance benefits. Includes a discussion of quits, discharges, offers of work, work available, and how terms such as “able to work” and “available for work” are defined by UI. Offers an opportunity for the audience to ask, and get answers to, questions about how and why UI benefits are paid.

10:15 a.m. “Defining Misconduct Under Wisconsin’s Unemployment Insurance Law” Identifies the factors used by UI staff and the courts to define misconduct which can result in a claimant’s disqualification for UI benefits. Covers what is and isn’t a termination for misconduct, including absenteeism, dishonesty, and violation of company rules. Also covers the basic elements which UI considers in its investigation of a discharge issue, what information UI requests from employers and claimants, and their appeal rights.

12:30 p.m. “An Overview of Wisconsin’s Labor Standards Laws” Focuses on issues relating to overtime, hours of work, wage payment requirements, and minimum wage. Also includes a discussion of child labor. Time permitting, also provides information on topics such as the Business Closing/Mass Layoff Notification law and personnel records.

2:00 p.m. “Workplace Harassment” Provides information about harassment under the Wisconsin Fair Employment Law. Includes a discussion of sexual harassment and harassment based on other characteristics such as race, color, national origin, and sexual orientation. Utilizes case law to illustrate concepts, emphasizes the importance of strong company policies prohibiting unlawful harassment, and provides suggestions for handling and investigating complaints.

HERE ARE YOUR PRESENTERS:

EMILY SAVARD has been with the Unemployment Insurance Division since 2001. She worked as an adjudicator and is currently employed by the Division as a Disputed Claims Analyst. In this capacity, she assists in the development of laws and policies for Unemployment Insurance, trains adjudicators, evaluates decisions using state and federal guidelines, and provides technical assistance on complex claims. She also responds to inquiries from employers, claimants, and the legislature, as well as testifying at Unemployment Insurance appeal hearings. Emily is a graduate of the University of Wisconsin-Madison with a BA degree in English.

KIM MCPEAK is a Labor Standards Investigator with the Bureau of Labor Standards in the Equal Rights Division. She began her career with DWD in 2000 as an Employment and Training Specialist with the Bureau of Job Service and has been working with the Equal Rights Division as a Labor Standards Investigator since 2007. She is a graduate of the University of Wisconsin – La Crosse with a degree in Sociology.

MARLENE DUFFIELD is the Madison and Upstate Investigation Supervisor in the Civil Rights Bureau for the Equal Rights Division of the Department of Workforce Development. She supervises the Equal Rights Officers who handle the investigation of complaints of discrimination in employment, housing, public accommodation, and under the Family and Medical Leave Act. Marlene has a Masters Degree from the University of Illinois. She has worked in the private sector and been with the State for several years as a supervisor in different departments and in DWD since 1998.

IS THIS YOUR FIRST CLINIC?

THIS DAY-LONG CLINIC will include speakers from the Equal Rights, Unemployment Insurance, and Worker’s Compensation Divisions with detailed information and practical guidance to help employers avoid violating state laws and rules in the topic areas on the Clinic agenda. This educational program contains information that will help employers prepare for state agency hearings and other administrative proceedings, if they become necessary.

THE WISCONSIN DEPARTMENT OF WORKFORCE DEVELOPMENT does not discriminate on the basis of disability in the provision of services or in employment. If you need assistance in using this service, please contact us. Deaf, hearing- or speech-impaired callers may reach us through the Wis. Telecommunication Relay System (WisTRS).

THIS CLINIC IS DESIGNED TO BE OF MOST HELP to persons needing an initial orientation to these topics or who wish to reconfirm their understanding of the basics. It also is designed for those who have specific questions to ask the speakers about the basic or more complex aspects of the programs.

A schedule of **future Labor Law Clinics** can be viewed on the Department of Workforce Development website at dwd.wisconsin.gov/laborlaw/.

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